CHARITON FREE PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY OCTOBER 8, 2026
LIBRARY BOARDROOM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Anyone wishing to address the Board may do so during Public Forum. Speakers should state their name and purpose and speak for no more than five minutes, unless otherwise permitted by the presiding officer. Please note that no discussion or action on items raised in Public Forum can be undertaken at this meeting, but the speaker(s) may request the item be added to the agenda for a future meeting.

Chariton Public Library Board Meeting
October 8, 2026 at 5:30pm
Please join our meeting from your computer, tablet or smartphone.
https://meet.google.com/cth-ebfp-rrb

1. **Call to Order**
2. **Public Forum**
3. **Consent Agenda:**
   a. **September 10, 2026 Minutes**
   b. **Correspondence –** Thank you to Beth Thomas
   c. **Grants –** none
4. **August 2026 Financial Statements**
5. **October 2026 Claims**
6. **Unfinished Business**
   a. Consideration: Genealogy Agreement
7. **New Business**
   a. Consideration: Allender Bequest Resolution
   b. Consideration: *Young Reading Garden* Plan
8. **Strategic Planning**
   Finance & Policy Committee met 9/30/26
   Building & Grounds Committee
9. **Director's Report**
10. **Board Comments & Continuing Education**
    TRUSTEE TRAINING: Workday Webinar: *The Management Role of the Trustee* – 4:30 in boardroom
11. **Agenda Items for Next Month's (November 12, 2026) Meeting**

Adjournment

Chariton Free Public Library
September 10, 2026

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom on September 10, 2026 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:30 p.m.

Trustees Fenton, Hunkele, Meyer(online), Pillsbury-Allen, and Sharp were present. Director Murphy and Councilman Storm(online) were also present.

Public Forum: none

Meyer moved and Pillsbury-Allen seconded for unanimous approval of the **Consent Agenda**.

August 13, 2026 Minutes

Correspondence - email correspondence with accounts department at Wood Roofing & Sheet Metal
email correspondence with auditor concerning Allender Bequest
email to local contractors concerning facility and garden projects

Grants – none

The **July 2026 Financial Statements** were reviewed. Meyer moved the statements be accepted and placed on file, Fenton seconded and the motion passed unanimously.

The **September 2026 Claims** were unanimously approved on a motion from Pillsbury-Allen, seconded by Sharp.

Unfinished Business – none

New Business

Meyer motioned to approve *Resolution 9102026* to transfer the remainder of the FY26 operating budget, $2,318.34, to the Library Endowment Fund. Pillsbury-Allen seconded and the roll was called. Fenton: Yea, Hunkele: Yea, Meyer: Yea, Pillsbury-Allen: Yea, Sharp: Yea. The motion was approved unanimously.

Discussion was initiated on the future investment and use of the *Allender Bequest*. The funds were originally given for the creation of a Music Room as well as the subsequent maintenance of equipment and purchasing of collection items. The will stated that once those stipulations were satisfied the remainder of the bequest could be used as the Library Board saw fit. The Music Room no longer exists and no music collection has been maintained for many years. There simply is no longer any demand for such materials. After consultation with the City Auditor, the Finance Committee has suggested the Allender CD investment not be renewed when it matures, and that the funds be maintained in the Library Endowment Fund for other uses, as needed, to be determined at a later date. The CD matures 4/6/27, and the Library Board will determine at its February meeting what will be done with the bequest fund so that the City Council may include it in their 3/15/27 meeting agenda.

Strategic Planning:

Building & Grounds: Committee met 9/8/26. After reviewing concept images for the different phases of the Garden plan, the committee noted that the chosen fence panels might make it difficult to maintain the grass beneath the fence. Murphy has contacted ReVamp to ascertain whether panels without extensions below the bottom cross bar are available. We're also requesting a quote for fencepost cap solar lights. Pillsbury-Allen is pricing the benches.

Finance & Policy: Committee met 9/2/26. Muehlenthaler is still consulting with the Mayor on a potential trustee for the Board.

Director's Report: (attached)

Board Comments & Continuing Education:

Fenton and Fredericks attended today's demonstration of the Workday learning platform.

Adjournment: The meeting was adjourned at 5:58 p.m. on a motion from Pillsbury-Allen, seconded by Hunkele.

Kris Murphy, Library Director

Sept 19 2021

Dear Library Manager

A delayed note of Thanks. On Aug 22nd I made a quick trip to the library to make copies. Beth was the librarian at the time and I wanted to express my appreciation for how she stood out in wanting to be helpful.

I come through Charlton to visit relatives from time to time — included a quick library trip and wanted to say Thanks!

Truly,
Mary J. O'Reilly

1801 Twin Ridge Blvd
Omaha NE 68105

O'Reilly, MJ
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OMAHA NE 680

Thinking

AUGUST 2026 OPERATING FUND FINANCIAL REPORT

REVENUE REPORT CALENDAR 8/2026, FISCAL 2/2027 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
006-410-4300	INTEREST - LIBRARY	4,500.00	$MARKET 183.65	1,089.60	24.21	3,410.40
006-410-4470	LIBRARY RURAL FEES	20,900.00	.00	.00	.00	20,900.00
006-410-4471	LOCAL GRANTS	2,500.00	.00	.00	.00	2,500.00
006-410-4550	MISCELLANEOUS CHARGES	.00	.00	.00	.00	.00
006-410-4705	DONATIONS	2,500.00	200.00	215.00	8.60	2,285.00
006-410-4715	REFUND	.00	.00	.00	.00	.00
006-410-4765	LIBRARY FINES	3,700.00	396.49	743.24	20.09	2,956.76
006-410-4799	OTHER REVENUES	3,900.00	.00	600.00	15.38	3,300.00
006-910-4830	TRANSFER IN - LIBRARY OPERATIN	.00	.00	.00	.00	.00
006-950-4000	GENERAL PROPERTY TAXES	147,600.00	.00	.00	.00	147,600.00
	LIBRARY OPERATING TOTAL	185,600.00	780.14	2,647.84	1.43	182,952.16

BUDGET REPORT CALENDAR 8/2026, FISCAL 2/2027 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
006-410-6010	SALARIES	147,600.00	11,121.33	21,915.25	14.85	125,684.75
006-410-6210	DUES & SUBSCRIPTIONS 1yr BRIDGES & 3yr NP Subs	1,600.00	.00	1,695.97	106.00	95.97-
006-410-6230	TRAVEL, TRAINING, & DUES	20.00	.00	.00	.00	20.00
006-410-6310	BUILDING & GROUNDS MAINTENANCE	4,000.00	585.40	1,761.60	44.04	2,238.40
006-410-6371	UTILITIES	13,000.00	1,375.39	2,432.51	18.71	10,567.49
006-410-6402	ADVERTISING & LEGAL PUBLICATIO	.00	.00	.00	.00	.00
006-410-6405	RECORDING FEES	1,050.00	.00	.00	.00	1,050.00
006-410-6411	LEGAL EXPENSES	.00	.00	.00	.00	.00
006-410-6497	MISC EXPENSE	.00	.00	.00	.00	.00
006-410-6498	PROGRAMMING	3,000.00	82.31	218.45	7.28	2,781.55
006-410-6505	NEW EQUIPMENT	.00	.00	.00	.00	.00
006-410-6507	OPERATING SUPPLIES & MATERIALS	400.00	.00	38.06	9.52	361.94
006-410-6508	POSTAGE	150.00	31.01	44.47	29.65	105.53
006-410-6522	PRINTED MATERIALS	5,000.00	454.47	730.38	14.61	4,269.62
006-410-6523	AUDIO/VISUAL MATERIALS	500.00	39.90	74.82	14.96	425.18
006-410-6525	SOFTWARE & TECH SUPPORT	8,500.00	875.77	2,539.03	29.87	5,960.97
006-410-6526	JANITOR SUPPLIES	500.00	.00	226.46	45.29	273.54
	LIBRARY OPERATING TOTAL	185,320.00	14,565.58	31,677.00	17.09	153,643.00

BUDGET REPORT CALENDAR 8/2026, FISCAL 2/2027 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
010-410-6408	LIABILITY & PROP INS LEVY TOTA	13,500.00	.00	7,405.12	54.85	6,094.88
112-410-61	EMPLOYEE BENEFITS TOTAL	35,930.00	2,564.00	5,298.48	14.75	30,631.52
	TOTAL CITY EXPENSES	49,430.00	2,564.00	12,703.60	25.70	36,726.40

AUGUST 2026 ENDOWMENT/CAPITAL FUND REPORT

REVENUE REPORT CALENDAR 8/2026, FISCAL 2/2027 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
167-410-4300	INTEREST - LIBRARY ENDOWMENT	.00	.00	.00	.00	.00
167-410-4471	LOCAL GRANTS	18,000.00	20,000.00	20,000.00	111.11	2,000.00 +
167-410-4705	DONATIONS	.00	.00	.00	.00	.00
167-410-4707	DONATIONS/BLDG RENOVATION	18,000.00	.00	.00	.00	18,000.00
167-410-4799	OTHER REVENUES	.00	.00	.00	.00	.00
167-910-4830	TRANSFER IN - LIBRARY ENDOW	.00	.00	.00	.00	.00
167-910-4832	INTERFUND LOAN PAYMENT	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	36,000.00	20,000.00	20,000.00	55.56	16,000.00

BUDGET REPORT CALENDAR 8/2026, FISCAL 2/2027 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
167-410-6751	CONSTRUCTION PROJECTS	50,000.00	.00	.00	.00	50,000.00
167-910-6910	TRANSFER OUT - LIBRARY ENDOWME	.00	.00	.00	.00	.00
	LIBRARY ENDOWMENT TOTAL	50,000.00	.00	.00	.00	50,000.00

AUGUST 2026 MONEY MARKET REPORT

BANK CASH REPORT 2026

FUND	BANK GL	NAME	JULY CASH BALANCE	AUGUST RECEIPTS	AUGUST DISBURSMENTS	AUGUST CASH BALANCE	OUTSTANDING TRANSACTIONS	AUG BANK BALANCE
BANK		MIDWEST HERITAGE LIB MM BK#4	157,265.56	183.65	0.00	157,449.21	0.00	157,449.21
006		LIBRARY MM ACCOUNT						

AUGUST 2026 TREASURER'S REPORT

BUDGET REPORT CALENDAR 8/2026, FISCAL 2/2027 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	LIBRARY TOTAL	284,750.00	17,129.58	44,380.60	15.59	240,369.40

TREASURER'S REPORT CALENDAR 8/2026, FISCAL 2/2027

ACCOUNT TITLE		LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
006	LIBRARY OPERATING	12,790.38-	780.14	14,565.58	.00	26,575.82-
167	LIBRARY ENDOWMENT	329,760.99	20,000.00	.00	.00	349,760.99

Note: Balance will match after September transfer of FY26 remainder from 006 to 167.

CHARITON FREE PUBLIC LIBRARY FY2027 BUDGET — AUGUST 2026

OPERATING BUDGET REVENUES & EXPENDITURES		BUDGETED	08/2026	BALANCE
BEGINNING BALANCE 7/1/2026 (Cash on hand $135.00)		**FY26 REMAINDER**	**$2,318.34**	**$135.00**
006-410-4300	INTEREST **MONEY MARKET**	$4,500.00	$183.65	$1,089.60
006-410-4470	RURAL FEES (Salaries & Utilities)	$20,900.00	$0.00	$0.00
006-410-4471	GRANTS	$2,500.00	$0.00	$0.00
006-410-4550	MISCELLANEOUS	$0.00	$0.00	$0.00
006-410-4705	DONATIONS	$2,500.00	$200.00	$215.00
006-410-4715	REFUND	$0.00	$0.00	$0.00
006-410-4765	LIBRARY INCOME	$3,700.00	$396.49	$743.24
006-410-4799	OTHER GENEALOGY RENT	$3,900.00	$0.00	$600.00
006-**910**-4830	TRANSFER INTO LIBRARY OPERATING FUND	$0.00	$0.00	$0.00
006-**950**-4000	CITY PROPERTY TAXES (Salaries)	$147,600.00	$0.00	$0.00
	TOTAL INCOME	**$185,600.00**	**$780.14**	**$2,647.84**
006-410-6010	GROSS SALARIES	$147,600.00	($11,121.33)	($21,915.25)
006-410-6210	SUBSCRIPTIONS/LICENSES (Annual BRIDGES, 3 yrs Newspapers)	$1,600.00	$0.00	($1,695.97)
006-410-6230	TRAVEL/TRAINING/DUES	$20.00	$0.00	$0.00
006-410-6310	BUILDING & GROUNDS (budgeted $0)	$4,000.00	($585.40)	($1,761.60)
006-410-6371	UTILIITIES	$13,000.00	($1,375.39)	($2,432.51)
006-410-6402	ADVERTISING/PUBLICATIONS	$0.00	$0.00	$0.00
006-410- 6405	AUDITOR RECORDING FEES	$1,050.00	$0.00	$0.00
006-410-6411	LEGAL EXPENSES	$0.00	$0.00	$0.00
006-410-6497	MISC. EXPENSES	$0.00	$0.00	$0.00
006-410-6498	PROGRAMMING	$3,000.00	($82.31)	($218.45)
006-410-6505	NEW FURNITURE/EQUIP (budgeted $0)	$0.00	$0.00	$0.00
006-410-6507	OPERATING SUPPLIES	$400.00	$0.00	($38.06)
006-410-6508	POSTAGE	$150.00	($31.01)	($44.47)
006-410-6522	PRINTED MATERIALS	$5,000.00	($454.47)	($730.38)
006-410-6523	AUDIO-VISUAL MATERIALS	$500.00	($39.90)	($74.82)
006-410-6525	SOFTWARE & TECH SUPPT	$8,500.00	($875.77)	($2,539.03)
006-410-6526	JANITOR SUPPLIES	$500.00	$0.00	($226.46)
	TOTAL EXPENDITURES	**$185,320.00**	**($14,565.58)**	**($31,677.00)**
(Cash on hand: Petty Cash $60, Income Cash Drawers $75)			**BALANCE**	**($28,894.16)**

ENDOWMENT/CAPITAL BUDGET REVENUES & EXPENDITURES		BUDGETED	08/2026	BALANCE
BEGINNING BALANCE 7/1/2026				**$329,760.99**
167-410-4300	INTEREST - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4471	GRANTS - LIBRARY CAPITAL PROJECTS INCOME **VREDENBURG**	$18,000.00	$20,000.00	$20,000.00
167-410-4705	DONATIONS - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
167-410-4707	DONATIONS - LIBRARY CAPITAL PROJECTS INCOME	$18,000.00	$0.00	$0.00
167-410-4799	OTHER REVENUES - CAPITAL PROJECTS INCOME	$0.00	$0.00	$0.00
167-910-4830	TRANSFER IN - LIBRARY ENDOWMENT INCOME	$0.00	$0.00	$0.00
	TOTAL CAPITAL INCOME	**$36,000.00**	**$20,000.00**	**$20,000.00**
167-410-6751	CAPITAL PROJECT EXPENDITURES	$50,000.00	$0.00	$0.00
				$349,760.99
RESTRICTED	Restricted Memorial Bequests for Collection Purchases			($75,390.01)
			CAPITAL FUND BALANCE	**$274,370.98**

Jul-24	Fiscal Year 2024 Operating Fund Remainder Transferred to Endowment Fund	$54,269.91
Sep-25	Fiscal Year 2025 Operating Fund Remainder Transferred to Endowment Fund	$6,502.34
Sep-26	Fiscal Year 2026 Operating Fund Remainder Transferred to Endowment Fund	$2,318.34
		$63,090.59

CHARITON FREE PUBLIC LIBRARY
CHARITON, IOWA
OCTOBER 2026 CLAIMS

OPERATING FUND CLAIMS		**BUDGET LINE**	**V#**	**PAYMENT**
Access Systems	Monthly Copier	006-410-6525	5321	$18.74
Alliant Energy	Monthly Electric	006-410-6371	131	$804.16
Amazon Capital Services	Printed Materials	006-410-6522	5265	$1,253.28
	AV Materials	006-410-6523		$113.43
Chariton Water Department	Monthly Water	006-410-6371	80	$50.36
City of Chariton	MOWER PORTION	006-410-6505	67	$425.00
DEMCO	Book Processing Sups	006-410-6507	93	$113.53
Elite Pest Control	Quarterly Contract	006-410-6310	1079	$330.00
Mainstay Systems Inc.	Quarterly IT Contract	006-410-6525	5351	$894.00
Petty Cash	Postage	006-410-6508	68	$40.12
	Custodial	006-410-6526		$11.50
Windstream	Monthly Phone & Int.	006-410-6371	858	$297.79
TOTAL OPERATING FUND CLAIMS PAID OCTOBER 2026				**$4,351.91**

I hereby empower the treasurer of the City of Chariton, Iowa to pay the above amounts.

_____, President of the Chariton Free Public Library Board of Trustees
Susan Muehlenthaler

AGREEMENT BETWEEN THE CHARITON FREE PUBLIC LIBRARY AND THE LUCAS COUNTY GENEALOGICAL SOCIETY
October 8, 2026

This agreement formally outlines the cooperative relationship between the Chariton Free Public Library (Library) and the Lucas County Genealogical Society (Society). Both parties recognize the value of providing local and family history reference materials and genealogical research services to the public in a public facility.

I. The general public shall have access to the Society's collection and related materials housed in the Genealogy Room during the normal operating hours of the Society under the supervision of Society members. (see Section VI. Article 3)

II. The Society's collection; both current and future holdings, shall be maintained and displayed in the Genealogy Room by Society members. The Society shall retain ownership of the collection and will be responsible for cataloging, inventory, and maintenance of said collection.

III. The Society's equipment shall be provided and operated by Society members. The Society shall retain ownership of the equipment and will be responsible for inventory and maintenance of said equipment.

IV. The Library Director shall provide Genealogy Room keys to Society members authorized by the Society as key-holders. (NOTE: Local emergency services (law/fire) also hold keys to the Genealogy Room, included in a set of Library facility keys to be used in emergencies.)

The Society cannot sublet any space in the Genealogy Room.

V. Library Responsibilities:

1. Provide suitable research space to include shelving, tables and seating for the use of volunteers and researchers.
2. Pay all utilities for the operation of the Library facility and all cost of maintenance for the building.
3. Provide internet service & allocate space on the Library website for Society content.
4. Provide a collection site for Society mail accessible only to Library staff. No large mail items will be accepted by Library staff. Society members may request their mail at the circulation desk.
5. Retain a collection of back issues of the local newspapers within space allocated to the Society.
6. Retain a collection of local newspaper microfilm reels within space allocated to the Society and continue to fund the creation of newspaper microfilm reels and digitized newspaper collection as funding permits.

VI. Genealogical Society Responsibilities:

1. Provide an annual list of the Society's Board Officers to the Library staff, including contact information.
2. Provide the Library Board with the Society's Annual Financial Report by the Library's February board meeting.
3. Maintain a regular schedule for staffing the Genealogy Room, which will be visibly posted for the public and alert Library Staff if volunteers will be absent.
4. Place in the Genealogy Room local and county public records and private manuscript materials relevant to Lucas County.
5. Maintain Society content on the space allocated to the Society on the Library's website.
6. Provide equipment the public can use to access Society resources, including the in-house collection and any online resources the Society maintains or subscribes to.

7. Society will maintain property and liability insurance on its premises, equipment and any other Society property held in the Genealogy Room. Society will include Chariton Public Library and the City of Chariton as Additional Named Insureds.
8. Perform custodial duties in the Genealogy Room.
9. Provide an annual rental payment of $1,200 to the Library in two payments due July 1st and January 1st. Nonpayment is grounds for termination of this agreement.

VII. The term of this Agreement shall begin January 1, 2027, and continue until June 30, 2027. Thereafter it shall renew on an annual basis for additional one (1) year periods commencing July 1 of each year, unless either party provides written notice of termination ninety (90) days prior to the expiration of the annual term. The parties may mutually agree to amend this agreement at any time in order to meet changed circumstances.

VIII. The Society shall indemnify and hold the City of Chariton, the Library and its employees and agents harmless under this Agreement for all claims, damages, costs or expenses and losses of any kind, including attorney fees and death, or damages to any person or property related in any way to the performance of this Agreement except for acts of the City of Chariton or its employees or the Library or its staff.

_____ _____
President Chariton Free Public Library Board Date

_____ _____
President Lucas County Genealogical Society Date

Chariton Free Public Library Resolution 10082026
Resolution to cash out Allender Bequest CD and apply remaining funds to Library Endowment Fund for Capital Projects

The Chariton Free Public Library received a bequest from the estate of Audrey B. Allender to establish the Will D. Allender and Audrey B. Allender Trust, those funds to be used to establish, equip and maintain a music room within the Library. The total bequest of $43,404.84 was received in two installments, the first in August of 1966 for $37,755.63 and the second in April of 1968 for $5,649.21. The initial 1966 amount was broken down into two investments totaling $35,598.80, with the remainder of $2,156.83 used to set up the Allender Savings Account. Interest income from the invested funds was deposited into the savings account, which was maintained from August 1966 to June of 1990, and funds from that account were transferred regularly to the Library Operating Fund to pay for the creation of the Allender Music Room, its maintenance and collection. By the end of 1970 just under $10,000 had been spent on the room itself, its furnishings, finishes, equipment and the environmental controls necessary for its collection. Another $5,000 had been spent on items for the collection. Each consecutive year the annual financial report demonstrated the expenses on new items for the collection, new shelves and equipment added and repair to existing equipment funded by the interest of the bequest.

Upon the closing of the Allender Savings Account in June of 1990, a balance of $95.55 was deposited to the Library Operating Fund, and $5,000 of the bequest investment was transferred to the building addition fund, which included the remodeling and updating of the Allender Music Room. The remaining Allender bequest fund ($32,001.05) was reinvested in 1990 to generate interest for the continued purchase and maintenance of music room equipment and the purchase of audiovisual collection items, including music, audiobooks and video content, and has continued to be invested and the interest spent accordingly since that time.

By the early 2000s, the changes in available formats and the public's use of them resulted in a drastic reduction of the Allender Music Room collection, including the removal of all LPs in the collection and most of the books. The remaining audiovisual collection items were transferred to the main floor collection area and the Music Room was closed November of 2011. Purchasing of new items for the audiovisual collection, mostly DVDs and CD audiobooks, continued to be funded by interest from the Allender bequest. In the following years, circulation of physical audio materials decreased to such an extent that as of 2017 no musical recordings remained in the Library collection. In 2026 only a few CD audiobooks remain, and interest from the Allender bequest is now only funding video content and the BRIDGES e-content platform, which was never the intention of the bequest.

Whereas, the Chariton Free Public Library has satisfied the stipulations of the Audrey B. Allender will; and

Whereas, patron use demonstrates that there is no longer a need for a Music Room collection;

Therefore, let it be resolved that:
The Chariton Free Public Library Board orders the Allender Bequest CD investment be cashed out when it matures on April 6, 2027, the balance of $32,118.44 to remain in the Library Endowment Line (167) to be used towards Capital Projects;

This Resolution shall take effect upon adoption and shall be reflected in the minutes of the Chariton Free Public Library Board.

Vote: Fenton ___ Fredericks ___ Hunkele ___ Meyer ___ Muehlenthaler ___ Pillsbury-Allen ___ Reida ___ Sharp ___

Adopted by the Chariton Free Public Library Board of Chariton, Iowa this _____th day of _____, 2026.

_____

Chariton Free Public Library Board President, Susan Muehlenthaler

Chariton Free Public Library
Director's Report
October 8, 2026

Our Enrich Iowa Direct State Aid check ($2,112.41) has arrived. This income gets recorded on the "other revenues" line, 006-410-4799 in our budget. Before the year is over we will also receive a check that reimburses us for Open Access (circulations to people outside of our county) and Interlibrary Loans. That one usually comes in December.

I attended the City Council's 9/21/26 meeting to talk about the Young Reading Garden concept. The packet I gave them included images of all aspects of the concept. I received good feedback from Jarrett McGee on the order each phase of the project should fall in. Using that, I drew up a new RFP for the Garden and have contacted a few vendors and contractors to try to get some budget numbers. Once the Library Board approves the plan and RFP, it'll go out to a list of contractors compiled with input from Trustees and the City Manager.

Beth Thomas and I will visit Columbus and Van Allen assemblies on October 9th and 14th to promote the Library and drop off our new Student Card Registration Forms. We'll have a notice going out on ParentSquare, letting the parents know what to do with the forms. In addition to this, Kris Anderson and Kris Bengston, recently retired teachers, have been making Youtube videos to share with students and their latest will feature the Library, its release will coincide with our visits.

Once we receive the registration forms, we'll scan them, but we'll also have to input them manually into the system before we can get the cards back to the kids. Even those already registered will be encouraged to fill out the form to update information so that we can update our records. I'd like to do something similar for the middles school, but the logistics will have to be completely different.

Beth will also be doing a monthly StoryTime at Headstart, at their invitation, starting in November.

FIRST QUARTER STATS	FY23	FY24	FY25	FY26	FY27
Days Open	76	76	74	75	74
Visitor Count	7,170	8,644	6,831	7,154	7,917
Meeting Room Uses	65	32	36	29	49
Total Circulation (w/o SILO ILLs)	6,530	6,126	6,013	7,076	6,227
BRIDGES Active Individuals	303	369	354	407	434
BRIDGES Items Circulated	1,830	2,166	2,195	2,402	2,505
WI-FI Sessions	1,831	2,805	1,993	1,879	2,274
PC & Chromebox Uses	1,117	1,691	2,056	1,989	1,695
Programs	33	47	40	44	18
Program Attendance	138	350	366	204	109

Copy Category	FY23	FY24	FY25	FY26	FY27
Adult Fiction	1,330	1,373	1,336	1,381	1,287
Large Print	237	132	297	297	262
Adult Nonfiction	373	346	300	276	295
Adult Audiovisual	933	781	774	1,015	579
Picture Books	759	581	725	848	1,093
Beginner Readers	484	338	370	337	327
Juvenile Fiction	937	963	1,058	1,341	1,097
Juvenile Nonfiction	177	206	207	224	239
Juvenile Audiovisual	909	890	605	862	653
Young Adult Books	294	392	278	378	307
YA Anime Audiovisual	65	72	33	77	53
Games	2	1	1	1	4
Puzzles	27	15	14	7	16
Educational Bins	N/A	29	12	25	7
MAKER Kits	N/A	7	3	5	7
TOTAL CIRCULATIONS	**6,622**	**6,240**	**6,146**	**7,074**	**6,226**

To the left you see a comparison chart for the first quarter of our year. I've lumped the audiobooks and videos into one category, since there are no longer enough audiobooks to keep track of them separately. There don't seem to be any particular trends to watch. The numbers seem to jump around a lot.

I will mention one thing we've noticed – the Library is dead empty when we close. I do a solo close on Tuesdays and Ange does the same on Mondays and Wednesdays. Beth and Ange close together on Thursdays. After six, there is often nobody else in the building and no returns in the dropbox. It's nothing to do with the time of year either. It's been this way for months.

Kris Murphy, October 8, 2026